

1 March 1998

Security

THE AIR FORCE ANTITERRORISM (AT) PROGRAM

AFI 31-210, 1 July 1997, is supplemented as follows:

2.14.1. (AETC Sup 1) The Chief of Security Forces (CSF) is the Wing Focal Point for antiterrorism matters. The 47 SFS/SFO is the Wing AT Officer. The 47 SFS/SFOR is the Wing AT NCO.

2.14.1.2. (AETC Sup 1) Unit security managers inform unit personnel, who plan to travel abroad on leave status, on the respective threat or political instability that may exist in foreign countries they are traveling to. The Military Personnel Flight ensures all wing personnel traveling abroad receive a threat assessment briefing before departing PCS or TDY.

2.14.1.3.1. (Added) The following visual aids will be posted at facility entrances during increased THREATCONs:

2.14.1.3.1.1. (Added) LAFB VA 31-1, THREATCON Alpha

2.14.1.3.1.2. (Added) LAFB VA 31-2, THREATCON Bravo

2.14.1.3.1.3. (Added) LAFB VA 31-3, THREATCON Charlie

2.14.1.3.1.4. (Added) LAFB VA 31-4, THREATCON Delta

2.14.7.1 (AETC Sup 1) Unit commanders ensure plans and operating procedures written in support of antiterrorism initiatives follow guidance in the 47 FTW Installation Security Plan and are staffed through the AT Officer/NCO.

2.14.7.1.1. (Added) The Chief of the Wing Exercise Evaluation Team ensures scenarios are developed and exercised semiannually to test unit antiterrorism plans and the wing's ability to respond to THREATCONs.

2.14.7.1.2. (Added) Unit commanders/section chiefs use the self-assessment checklist in attachment 1, this supplement, to develop and annually evaluate the effectiveness of their AT programs.

2.14.7.1.3. (Added) Unit security managers should use attachment 2, this supplement, to brief unit personnel on antiterrorism awareness initiatives.

2.14.9 (AETC Sup 1) The terrorist threat working group will be held in conjunction with the Resources Protection Executive Committee (RPEC).

3. The AT Officer/NCO maintains liaison with the local AFOSI detachment on matters pertaining to counterintelligence, security threat, threat assessments, and incident summaries to promote protection of DoD personnel and activities from acts of terrorism.

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4. Commanders/section chiefs ensure THREATCON measures, building evaluation procedures, and random antiterrorism measures (RAMs) are developed and staffed through the AT Officer/NCO.

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Commander

2 Attachments

1. Antiterrorism Recommended Self-Assessment Checklist Items
2. Antiterrorism Awareness Initiatives

ANTITERRORISM RECOMMENDED SELF-ASSESSMENT CHECKLIST ITEMS

A1. The below listed checklist items are recommended for incorporation into all contingency checklists/plans where appropriate.

A1.1 Have procedures been established to ensure that all military construction projects are reviewed at the conceptual stage and throughout the process to incorporate antiterrorist protective design features? **(DoD 5200-8R)**

A1.2 Has the installation commander established an antiterrorist program, tailored to local missions, conditions and terrorist threat? **(AFI 31-210, para 2.14)**

A1.3 Is there a means of exercising and evaluating the wing antiterrorism program through annual operational and command post exercises? **(AFI 31-210, para 2.14)**

A1.4 Does the AT program manager maintain a library of the following publications to establish and tailor the installation AT program? **(AFI 31-210, para 2.14.2)**

A1.4.1. AFI 31-210, The Air Force Antiterrorism Program and AETC Sup 1

A1.4.2. DoD 2000.12, DoD Combating Terrorism Program

A1.4.3. DoD 2000.12-H, Protection of DoD Personnel and Activities Against Acts of Terrorism and Political Turbulence

A1.4.4. DoD 2000.14, DoD Combating Terrorism Program Procedures

A1.4.5. DoD 5200.8, Physical Security Program

A1.4.6. Joint Publication 3-07.2, Joint Tactics, Techniques and Procedures for Antiterrorism

A1.5. Has the AT Officer/NCO received formal training via Level II and/or The Combating Terrorism on Military Installations and/or Bases course? **(AFI 31-210, para 2.14)**

A1.6. Have crisis management plans been established and physical or resource protection surveys been conducted to address the installation's susceptibility to terrorist attacks? **(AFI 31-210, para 2.14.6)**

A1.7. Is the installation commander or his designee in charge of the base antiterrorism program? **(AFI 31-210, para 2.14)**

A1.8. Do all personnel receive Level I training within 6 months of deployment, including TDYs and leave, and otherwise at least yearly as part of the annual ancillary training program and how is Level I training documented? **(AFI 31-210, para 4.1.1.)**

A1.9. Does the Installation Security/Resource Protection Plan include high-risk personnel protection plans? **(AFI 31-210, para 2.14.8)**

A1.10. Are AT funding requirements identified during the POM cycle? **(AFI 31-210, para 2.14.10)**

A1.11. Is there a Random Antiterrorism Measure (RAM) program developed and implemented and are specific RAMs identified in the Installation Security/Resource Protection Plan? **(AFI 31-210, para 2.14.7 and AETC Sup 1)**

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A1.12. Has the Installation Commander designated the Installation Chief of Security Forces (ICSF) as the focal point for AT? **(AFI 31-210, AETC Sup 1, para 2.14.1)**

A1.13. How does the ICSF monitor all available information and inform the Installation Commander of changes in the level of threat to base personnel or facilities? **(AFI 31-210, AETC Sup 1, para 2.14.2)**

A1.14. Is the installation vulnerability assessment current? **(AFI 31-210, para 2.15 and AETC Sup 1)**

A1.15. Are THREATCON Measures from AFI 31-210, A2 contained in the IS/RPP? **(AFI 31-210, A2, AETC Sup 1)**

A1.16. Are LAFB VA 31-1 through 31-4, *THREATCON Alpha* through *THREATCON Delta* used to inform personnel of the current THREATCON? **(AFI 31-210, LAFB Sup 1, para 2.14.1.3.1.1. through 2.14.1.3.1.4.)**

A1.17. Are all elements of the 47 FTW aware of the requirements of OPLAN 31-209 and prepared to implement them when directed? **(OPLAN 31-209, Plan Summary, Pg iv, para 4b)**

A1.18. Have unit commanders/section chiefs ensured their contingency plans include provisions for sustained employment of READY forces during lengthy SF deployments? **(OPLAN 31-209, Plan Summary, Pg iv, para 4d)**

A1.19. Have unit planners employed OPSEC when implementing the provisions of OPLAN 31-209? **(OPLAN 31-209, Plan Summary, Pg v, para 8 and Appendix 4 to Annex B)**

A1.20. Have unit commanders/section chiefs taken appropriate steps to counter the criminal/terrorist threat? **(OPLAN 31-209, pg BP-2, para 1a(1) through 1a(3))**

A1.21. Have unit commanders/section chiefs ensured the requirements of OPLAN 31-209 are implemented within 90 days of receipt of this OPLAN? **(OPLAN 31-209, Basic Plan, Pg BP-5, para 3g)**

A1.22. Have unit commanders/staff agency chiefs incorporated into their checklists/operating instructions requirements identified in the Basic Plan, para 3? **(OPLAN 31-209, pg BP-3, para 3)**

A1.23. Do unit commanders/staff agency chiefs consider Intelligence, Base Threat Analysis/Resources Vulnerability Assessment, Terrorist Threat Analysis and Confrontation Management Assessment when developing unit contingency plans? **(OPLAN 31-209, Annex B and Appendices 1,2,and 3)**

A1.24. Has the 47 FTW/CC appointed the Chief, Security Forces as the Wing Focal Point for the Antiterrorism Program? **(OPLAN 31-209, Tab B to Appendix 1 to Annex C, para 2b(1))**

A1.25. Have unit commanders/staff agency chiefs appointed Antiterrorism Points of Contact and forwarded the appointment letter to 47 SFS/SFOR? **(OPLAN 31-209, Tab B to Appendix 1, Annex C, para 2b(2)(a))**

A1.26. Have unit commanders/staff agency chiefs developed a plan to introduce RAMs within their units? **(OPLAN 31-209, Tab B to Appendix 1 to Annex C, para 2b(2)(b))**

A1.27 Have unit commanders/staff agency chiefs ensured RAMs are implemented at least quarterly? **(OPLAN 31-209, Tab B to Appendix 1 to Annex C, para 2b(2)(c))**

A1.28 Is the 47 SFS/CC conducting RAMs specified in Tab B to Appendix 1 to Annex C, para 2b(4) on a random basis? **(OPLAN 31-209, Tab B to Appendix 1, to Annex C, para 2b(4))**

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A1.29 Have unit commanders/staff agency chiefs ensured OPSEC is employed in planning for, the implementation of RAMs? **(OPLAN 31-209, Tab B to Appendix 1 to Annex C, para 3)**

A1.30 (THREATCON Alpha) Have unit commanders/staff agency chiefs planned contingency operations which can be maintained indefinitely? **(OPLAN 31-209, Appendix 3 to Annex C, para 3)**

A1.31 (THREATCON Alpha) Have unit commanders/staff agency chiefs ensured:

A1.31.1 All personnel are briefed on the implementation of this THREATCON, the reason for implementation, and ensure LAFB VA 31-1, THREATCON Alpha, is posted at all operational entry/exit ways.

A1.31.2 Review actions to take if higher THREATCONs are implemented.

A1.31.3 Appropriate checklists are implemented for this THREATCON.

A1.31.4 Bomb threat procedures are reviewed.

A1.31.5 Owner/user security for assigned government vehicles, particularly vehicles used by high-risk personnel is increased.

A1.31.6 Vehicles/equipment which can be used to block access points on a temporary basis is identified.

A1.31.7 Buildings, rooms, and storage areas not in regular use are identified.

A1.31.8 Areas near high-risk facilities where parking will be prohibited are identified.

A1.31.9 Key personnel who may be needed to implement security plans are placed on call.

A1.31.10 Consideration is given for the implementation of RAMs.

A1.31.11 Consideration is given for implementing the following measures from THREATCON Bravo as a deterrent:

A1.31.11.1 Move cars and objects (e.g. crates and trash containers) at least 25 meters from buildings, particularly buildings of a sensitive nature. Consider centralized parking.

A1.31.11.2 Secure and regularly inspect all buildings, rooms, and storage areas not in regular use.

A1.31.11.3 Examine mail (above the regular examination process) for letter or parcel bombs.

A1.31.11.4 Check all deliveries to messes, clubs, etc. Advise family members to check home deliveries.

A1.31.12 All personnel and family members are reminded to be suspicious and inquisitive about strangers, particularly those carrying suitcases or other containers.

A1.31.13 The duty officer or personnel with access to building plans as well as the plans for area evacuations are available at all times.

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A1.31.14 All plans, orders, personnel details, and logistics requirements related to the introduction of a higher THREATCON are reviewed. **(OPLAN 31-209, Appendix 3 to Annex C, para 3b(6))**

A1.32 Have unit commanders/staff agency chiefs incorporated their specific measures identified in Appendix 3 to Annex C? **(OPLAN 31-209, Appendix 3 to Annex C, para 3b)**

A1.33 (THREATCON Bravo) Have unit commanders/staff agency chiefs ensured:

A1.33.1 All personnel are briefed on the implementation of this THREATCON, the reason for its implementation, and LAFB VA 31-2, THREATCON Bravo, is posted at all operational entry/exit ways to facilities under their control.

A1.33.2 All actions for THREATCON Alpha have been completed.

A1.33.3 Review actions to take should a higher THREATCON be implemented.

A1.33.4 Appropriate checklists for this THREATCON are implemented.

A1.33.5 The interior and exterior of buildings in regular use are inspected for suspicious packages at the beginning and end of each work day and at other regular and frequent intervals.

A1.33.6 Secured buildings, rooms and areas not in regular use are regularly inspected.

A1.33.7 All personnel involved in implementing actions under this plan are placed on call.

A1.33.8 Vehicle parking within 25 meters of high-risk targets identified in Annex B, Appendix 1 is prohibited.

A1.33.9 All mail is examined for letter or parcel bombs.

A1.33.10 Crates, trash containers, etc., where possible, are moved at least 25 meters from buildings, especially those buildings of a sensitive or prestigious nature.

A1.33.11 Unit personnel advise their family members to check home deliveries.

A1.33.12 Visitors to the unit and a percentage of their suitcases, parcels, and other containers are inspected upon entry.

A1.33.13 Entry control procedures at all controlled areas under their jurisdiction are implemented IAW OPLAN 31-209, Appendix 4 to Annex C, para 3b(12)(m)1 and 2.

A1.33.14 Off-base military personnel and military vehicles are protected in accordance with prepared plans. Drivers are reminded to lock vehicles and check vehicles before entering or exiting the vehicle.

A1.33.15 Security Forces augmentees are notified and released if recall is directed.

A1.33.16 Consideration is given to the introduction of RAMs identified in Tab B to Appendix 1 to Annex C. **(OPLAN 31-209, Appendix 4 to Annex C, para 3b(12))**

A1.34 Have unit commanders/staff agency chiefs incorporated their specific measures identified in Appendix 4 to Annex C? **(OPLAN 31-209, Appendix 4 to Annex C, para 3b)**

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A1.35 (THREATCON Charlie) Unit commanders and staff agency chiefs ensure:

A1.35.1 All personnel are briefed on the implementation of this THREATCON , the reason for implementation, and ensure LAFB VA 31-3, THREATCON Charlie, is posted at all operational entry/exit ways to facilities under their control.

A1.35.2 All actions under THREATCONs Alpha and Bravo are completed.

A1.35.3 Appropriate checklists for this THREATCON are implemented.

A1.35.4 Actions required for THREATCON Delta are reviewed.

A1.35.5 Personnel brief their family members on the nature of the threat and safety measures to be taken.

A1.35.6 Ensure single point entry procedures are initiated at all open facilities. If operations cannot be conducted using a single entry point, limit access points to an absolute minimum. Conduct 100% ID checks of personnel entering the facility and physically inspect all briefcases, packages, etc., brought into the facility.

A1.35.7 Windows, drapes, blinds, etc., are kept closed around high risk/key personnel and targets.

A1.35.8 All personnel involved in implementing actions under this plan are placed on stand-by.

A1.35.9 All designated vulnerable points are protected with special attention given to points outside the military establishment.

A1.35.10 Consideration is given to implementation of RAMS identified in Tab B to Appendix 1 to Annex C, this Plan. **(OPLAN 31-209, Appendix 5 to Annex C, para 3b(13))**

A1.36 Have unit commanders/staff agency chiefs incorporated their specific measures identified in Appendix 5 to Annex C? **(OPLAN 31-209, Appendix 5 to Annex C, para 3b)**

A1.37 (THREATCON Delta) Unit commanders/staff agency chiefs ensure:

A1.37.1 All personnel are briefed on the implementation of this THREATCON, reason for implementation, and ensure LAFB VA 31-4, THREATCON Delta, is posted at all operational entry/exit ways under their control.

A1.37.2 All measures from THREATCONs Alpha through Charlie are completed.

A1.37.3 Entry controllers are augmented as needed.

A1.37.4 Access is controlled and positive identification of all personnel is implemented—no exceptions.

A1.37.5 Access is controlled to all areas under jurisdiction of the United States.

A1.37.6 Frequent checks are made of the exterior of buildings and parking areas. Non-duty hour checks will also include the interior of the building unless the building is protected by intrusion detection alarm systems.

A1.37.7 Consideration is given to posting a person 24 hours per day in each facility.

A1.37.8 Personnel minimize administrative journeys and visits.

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A1.37.9 Consideration is given to implementing RAMs as identified in Tab B to Appendix 1, to Annex C, this Plan. **(OPLAN 31-209, Appendix 6 to Annex C, para 3b(8))**

A1.38 Have unit commanders/staff agency chiefs incorporated their specific measures identified in Appendix 6 to Annex C? **(OPLAN 31-209, Appendix 6 to Annex C, para 3b)**

ANTITERRORISM AWARENESS INITIATIVES

A2. AT HOME:

Become familiar with delivery and commercial service personnel, i.e., US mail carrier, newspaper, courier, electric, water, and gas meter readers, frozen food vendors.

Know and instruct family members how to properly use “911” reporting system.

Develop a family code word and disseminate on an as needed basis so youth know who they are dealing with when parents or people they recognize aren’t able to meet them or pick them up from functions.

Teach young family members to say “NO” to strangers and to immediately report the encounter to you.

Instruct family members on how to detect potential letter or package bombs.

Exercise on a varying schedule, avoid similar routes and distances.

Ensure all occupants know about contract work on the residence.

Examine your car(s) for improvised explosive devices during increased THREATCONs.

When visitors call, if you can’t visually identify the person on the other side of the door, install an inexpensive peep-hole viewing device.

Don’t make a habit of leaving keys to your residence on doorframes, under rocks, in the mailbox, etc. Moreover, when having your vehicle(s) serviced, give the service manager only the keys that are necessary to service the vehicle.

If you use a telephone answering machine, listen carefully to the message it gives. If it indicates your name, or alludes to the fact that you’re not home, on vacation, or specifies how long you will be gone, or some other message detailing your activities, seriously consider changing it. Consider “Hi you’ve reached (specify your phone number, avoid names and addresses). I’m sorry, we can’t come to the phone right now. Please leave your name, number, and a brief message after the beep and I will return your call as soon as possible.”

Teach family members to insist upon proper identification from strangers attempting to enter your residence.

Do not permit your trash to become a source of information.

GROUND TRANSPORTATION TO AND FROM HOME AND JOB SITE

Avoid setting patterns; don’t leave for or return from work at the same times, using the same routes, every day. Be unpredictable.

Keep vehicles locked and windows closed at all times when unattended and while traveling.

Don’t make en route traffic stops a frequent habit; i.e., stop for gas every Friday after work, pick-up the daily newspaper at a particular newsstand every morning, pick-up dry cleaning every Wednesday afternoon at lunch, etc.

Choose traffic routes that have the fewest controlled stops; i.e. stop signs, traffic lights, etc. The fewer stops you make, the less likely you are to be targeted.

Before entering your vehicle, check its outside for evidence of tampering; hand or finger marks in unusual places around the sides of your car (easily seen if your car is left dirty), look for wires, strings, or objects attached to or hanging from the vehicle. Check interior to ensure the vehicle isn't occupied; after opening the door, inspect under the seats and dash board and examine interior compartments.

Make a habit of refueling when the gas gauge reads just over 50%.

Avoid alleys, poorly lit thoroughfares, and traffic congestion as much as possible.

Keep vehicle(s) in good mechanical condition; if you have access to more than one vehicle, occasionally switch vehicles.

At traffic stops, monitor activities in the immediate area and leave yourself enough room to maneuver out of harms way; avoid inner lanes, carry pepper spray or other legal irritant to repel attackers.

If you believe you are being tailed, don't go home; record as much information about the surveillance vehicle as possible, i.e., license plate number, number of occupants, type of vehicle, color, any unusual accident damage, and report this encounter to authorities as soon as you reach the job site or other safe haven; don't stop to use the nearest pay phone or take other actions that could lead to confrontation.

Park vehicles in the most secure and well lit surroundings available.

AIRLINE TRAVEL IN FOREIGN COUNTRIES

Know the threat posture in the countries you are going, or could be diverted to.

Maintain a low profile; dress and act in public consistent with the local customs (when in Rome, do as the Romans do).

Avoid displaying or wearing items of clothing that is distinctively American, i.e., stickers, decals, or other symbols on brief cases, backpacks, suitcases, or shopping bags; tattoos, patches, military duffel bags, or military style clothing symbolic of America or military lifestyles.

If at all possible, buy American Tourist Passports and keep military identification and other military affiliated documents out of sight.

Avoid lingering in passenger processing areas and other unsecure areas in air terminals.

Move to the secure passenger waiting area as soon as possible.

Purchase a local newspaper and avoid reading English publications or speaking English.

Avoid flashing large sums of currency, jewelry, or luxury items.

Beware of unattended luggage.

VACATION TIPS

Stop regular and routine deliveries.

Have lawn cared for or driveway cleared of snow.

Purchase and use electric timers to activate lights, radios, and TVs.

Invite friends or family members to occupy your residence; rearrange drapes, blinds.

Don't publish, broadcast, or casually discuss travel itineraries; keep this information to yourself.

If traveling in a foreign country, familiarize yourself and family members with the local phone system and phone numbers to summon emergency responders and local police authorities.

Know how to locate host nation police, military police government agencies, and United States consulates/embassies where you can find refuge or assistance.

Avoid public disputes or confrontations; be sensitive to changes in the political atmosphere.

Instruct family members to avoid discussing military affiliation with strangers.

Avoid accommodations with distinctively American names of predominantly American guests; use DoD facilities to the maximum extent possible.

Avoid taking street-level rooms, terrace-level rooms with direct access to hotel grounds or stairwells.

Don't accept packages or unexpected mail at your room; have these items delivered to the hotel desk clerk's area.

Retain positive control over your luggage upon arrival in hotel lobbies.